

Quarterly Budget Review – Library Expenditure Report - 9 months ended September, 2009

Per the ABC Charter, the Committee will conduct quarterly reviews of all School, Town and Library budgets. The ABC reviewed the September 09 year to date expenditure report as prepared by the Library trustees. The committee would like to note that the Library expenditures are reviewed in two separate sections. Payroll and benefits data are maintained in the town accounting system and administered by the town administration staff. Operating expenditures are administered and maintained in a separate accounting system maintained by the Library Trustees. This system does not currently facilitate a complete departmental overview.

This document represents a summary of the ABC quarterly review of the Library Operating Budget for the nine months ended September 30, 2009 as discussed at the Oct 13 ABC Committee meeting.

The Library operating budget (excluding salaries and benefits) for the full 2009 year is \$100,500. For the nine months ended September 2009 the budget is \$ 75,375. Total expenditures for the nine months represent \$69,431. For the nine month period ended September 30, 2009 the total Library operating expenditures are under budget by \$ 5,944.

The nine month year- to- date expenditures do not have any significant budget line item overruns. Favorable variances for the nine months include Heating Oil, Electricity and Telephone.

Review of payroll and benefits will be included in the nine month quarterly Town financial review.

Respectively submitted,

Advisory Budget Committee